



## Report to the Auburn City Council

Action Item  
Agenda Item No. **10**

City Manager's Approval  
*[Signature]*

**To:** Mayor and City Council Members  
**From:** Reg Murray, Senior Planner  
**Date:** March 19, 2013  
**Subject:** Annual Housing Element Progress Report – Calendar Year 2012 Review

### The Issue

Should the Auburn City Council adopt the 2012 Housing Element Progress Report and submit the report to the State Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD)?

### Conclusions and Recommendations

By Motion, adopt the 2012 Housing Element Progress Report and direct Staff to submit the report to the State Office of Planning and Development (OPR) and the State Department of Housing and Community Development (HCD).

### Background

State law requires that the City of Auburn submit an annual Housing Element Progress Report to the State Office of Planning and Development (OPR) and the State Department of Housing and Community Development (HCD) by April 1<sup>st</sup> of each year. The progress report (Attachment 1) identifies how the City is meeting its share of the regional housing needs as specified by State law (CA Government Code §65584). The report also includes the implementation status of the Auburn Housing Element. Following approval by the City Council, staff will forward the 2012 Progress Report to both HCD and OPR prior to the April 1<sup>st</sup> deadline. The report was presented to the Planning Commission on February 19, 2013.

Notable information and/or accomplishments from 2012 include:

1. **Permitting** - The City issued two building permits for new single-family homes and one permit for a conversion of a second unit. The City also issued a building permit for, and construction started on, the Mercy Auburn Senior Apartment project on Sacramento Street, a 60-unit apartment project that will be affordable to very-low income seniors.

2. **First Time Home Buyer (FTHB) Program** - City staff continued implementation of the FTHB program, which provides down payment assistance to low-income first time home buyers. The State awarded funding totaling \$487,500 in 2011. Activity in 2012 included:
  - a. Pre-application submissions - 15
  - b. Complete application submissions - 1
  - c. Applications accepted - 1
  - d. Assistance provided - 1
  - e. Funding provided - \$90,000
  - f. Remaining funds available - \$397,500
  
3. **Occupied Rehabilitation (OOR) Program** - City staff continued implementation of the Occupied Rehabilitation (OOR) program, which provides financial assistance to low-income home owners for home improvements. The State awarded funding totaling \$292,500 in 2011. Program activity in 2012 included:
  - a. Pre-application submissions - 9
  - b. Complete application submissions - 4
  - c. Applications accepted - 2
  - d. Assistance provided - 2
  - e. Funding provided - \$76,873
  - f. Funding repaid by applicant - \$14,500
  - g. Remaining funds available - \$230,127
  
4. **HOME Program Outreach** – A variety of outreach efforts have been used to advertise both the FTHB and OOR programs over the course of the programs, including:
  - a. Press release and articles appearing in the Auburn Journal (FTHB/OOR)
  - b. Multiple mass mailing/emailing to ±50 local realtors and lenders (FTHB/OOR)
  - c. Mass mailings (over 300) to multiple neighborhoods and churches (OOR)
  - d. Targeted mailings (±25) to qualifying homes (OOR)
  - e. Online – informational brochure, application (FTHB/OOR)
  - f. Public service counter – information brochure, application (FTHB/OOR)
  - g. Refuse mailers – Mailers advertising both HOME programs will be included with the Recology bills in March, targeting ±4,000 residential properties in Auburn.
  
5. **2008-2013 Housing Element** – Staff continued work on several code amendments associated with housing programs identified in the current housing element. The updates include reasonable accommodation, emergency shelters, residential care facilities, and single resident occupancy units. The code amendments were reviewed by the Planning Commission on March 5, 2013; staff anticipates City Council review in April 2013.

6. **2013-2021 Housing Element Update** – Staff initiated work on the 2013 update of the Housing Element. Work included the release to consultants of the RFP; selection of, and approval of a contract for, the update consultant (PMC); initial public outreach; and background and data gathering. Staff anticipates release of the public draft, as well as initial review by the Planning Commission and City Council, in the next 1-2 months.

In addition to describing how the City is meeting its housing requirements pursuant to State law, the City is required to identify local efforts to remove governmental constraints to the maintenance, improvement and development of housing for persons with disabilities (CA Gov Code §65583(c)(3)). The City did not pass any programs during the 2012 calendar year that removed such constraints; however, as noted in #6 above, staff did start work on several ordinance updates that will remove such constraints in the 2013 calendar year.

**Alternatives Available; Implications of Alternatives**

1. Approve the 2012 Housing Element Progress Report as presented and direct staff to submit the report to the State Office of Planning and Research and the State Department of Housing and Community Development.
2. Direct staff to revise the Housing Element Progress Report based on comments at the March 11, 2013 City Council hearing and submit the report to the State Office of Planning and Research and the State Department of Housing and Community Development.

**Fiscal Impact**

Not applicable

**Attachments:**

1. Housing Element Progress Report for the 2012 Calendar Year



# ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction: CITY OF AUBURN  
 Reporting Period: 1/1/2012 - 12/31/2012

**Table A2  
 Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant  
 to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program that its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low Income	Very Low Income	Low Income	Moderate Income	
(1) Rehabilitation Activity			0		
(2) Preservation of Units At-Risk			0		
(3) Acquisition of Units			0		
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

**Table A3  
 Annual building Activity Report Summary for Above Moderate-Income Units  
 (not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	1	1				2	
No. of Units Permitted for Above Moderate	1					1	

\* Note: This field is voluntary

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction CITY OF AUBURN  
 Reporting Period 1/1/2012 - 12/31/2012

**Table B**

**Regional Housing Needs Allocation Progress**

Permitted Units Issued by Affordability

Income Level	RHNA Allocation by Income Level	2006	2007	2008	2009	2010	2011	2012	2013	Year	Total Units to Date (all years)	Total Remaining RHNA by Income Level
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8			
Very Low	Deed											
	Restricted Non-deed restricted	35						59			59	-24
	Deed											
Low	Restricted Non-deed restricted	52	4								4	48
	Deed											
	Restricted Non-deed restricted	51	11								15	36
Above Moderate	Deed											
	Restricted Non-deed restricted	126	22	12	4	1	7	3			91	35
	Deed											
Total RHNA by COG. Enter allocation number:		264	37	12	4	21	7	63			169	95
Total Units		264	37	12	4	21	7	63			169	95
Remaining Need for RHNA Period		▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲	▲▲▲▲▲

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

**TABLE C**

**CITY OF AUBURN**  
**Program Implementation Status**  
**Reporting Period: 1/1/12 – 12/31/12**

Work Task	Time Frame	Comments
<p>A. Baltimore Ravine Specific Plan (BRSP) - The BRSP complies with the SACOG Affordability Compact to provide a 10 percent affordable housing goal. Development standards provide greater flexibility to increase project densities. The plan includes multiple parcels with housing densities up to 20 units per acre for multifamily; a minimum of 16 units constructed per site for multifamily; and, owner occupied and multi-family rental residential uses are allowed by right.</p>	<p>Mid-2009 for adoption of the BRSP</p>	<p>BRSP adopted February 2011.</p>
<p>B. Pursue available and appropriate State and Federal funding sources for very low-, low-, and moderate-income households.</p>	<p>Ongoing</p>	<p>A) Continued implementation of HOME First Time Home Buyer Program and HOME Owner Occupied Rehabilitation Program (\$800,000)                      B) Housing agreement for Mercy Senior Apt (including density bonus) recorded August 2012.</p>
<p>C. Promote the Density Bonus Program and encourage developers to apply for and receive a density bonus under the City's Density Bonus Program.</p>	<p>Ongoing</p>	<p>Density Bonus Ordinance adopted 6/23/08                      Sept 2012 – Building permit issued for Mercy Auburn Senior Apt project (approved w/ 400% bonus)</p>
<p>D. Implement provisions of Zoning Ordinance allowing nonconforming residential uses that are only nonconforming because of density</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>E. Evaluate the feasibility of an Inclusionary Housing Ordinance.</p>	<p>January 2010</p>	<p>Completed – City decided not to pursue an inclusionary ordinance.</p>
<p>F. Continue implementing residential zoning and development standards, with appropriate design review in multi-family zoning districts.</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>G. Allow second residential units by right in the single-family residential zones and promote second unit standards on the City's website.</p>	<p>Ongoing</p>	<p>Second Unit Ordinance adopted 4/14/08; standards posted on city website.</p>

Work Task	Time Frame	Comments
<p>H. The City will investigate the financial and staffing resources required to provide housing rehabilitation assistance to extremely low-, very low- and low-income homeowners and to rental property owners with extremely low-, very low- or low-income tenants.</p>	<p>FY 2008-2009</p>	<p>Jan 2011 – City awarded HOME funds for a Owner Occupied Rehabilitation Program (\$292,500)</p> <p>2012 Program activity:  <i>Pre-application submissions (9)</i>  <i>Complete application submissions (4)</i>  <i>Applications accepted (2)</i>  <i>Assistance provided (2)</i>  <i>Funding provided (\$76,873)</i>  <i>Funding repaid by applicant (\$14,500)</i>  <i>Remaining funds available (\$230,127)</i></p>
<p>I. The City will investigate the financial and staffing resources required to provide a first time home buyers program for low and moderate-income households to ascertain if it is feasible to provide such a program in Auburn.</p>	<p>FY 2008-2009</p>	<p>Jan 2011 – City awarded HOME funds for a First Time Home Buyers Program (\$487,500)</p> <p>2012 Program activity:  <i>Pre-application submissions (15)</i>  <i>Complete application submissions (1)</i>  <i>Applications accepted (1)</i>  <i>Assistance provided (1)</i>  <i>Funding provided (\$90,000)</i>  <i>Remaining funds available (\$397,500)</i></p>
<p>J. Subsidized rental properties – Measures to alleviate the loss of units at risk due to conversion to market rate units.</p> <ol style="list-style-type: none"> <li>Maintain and update a list of at-risk subsidized rental properties.</li> <li>Contact owners of at-risk subsidized rental properties regarding their interest in selling properties or maintaining the rental units as affordable units.</li> <li>Work with property owners to identify and apply for federal, state, and local subsidies to ensure the continued affordability of housing units.</li> <li>Maintain and update a list of non-profit agencies interested in acquisition/rehabilitation of at risk units and inform them of the status of such units.</li> <li>Work with non-profit agencies to identify and apply for federal, state and local subsidies available to assist with providing funds for the acquisition/rehabilitation of at risk projects.</li> <li>Provide information regarding other affordable housing opportunities within the City.</li> </ol>	<p>Annual/ongoing</p>	<p>Ongoing.</p> <p>Annual report completed by housing consultant. Six projects in Auburn; no units at risk of converting in 2012.</p>

Work Task	Time Frame	Comments
K. Enforce State energy conservation requirements	Immediate and ongoing	Ongoing
L. Facilitate construction of affordable rental housing for very low- and low-income seniors.	Ongoing	Ongoing as opportunities occur <i>Sept 2012 – Building permit issued for Mercy Auburn Senior Apt project</i>
M. Amend the Zoning Ordinance to allow residential care facilities in the multi-family residential (R-3) and central business district (C-2) zones.	2009/2010	<i>Update ongoing; adoption April 2013</i>
N. Implement the mandates of SB 2 as it relates to the siting and development of transitional and supportive housing and emergency shelters.	2009	<i>Update ongoing; adoption April 2013</i>
O. Promote Universal Design.	2008-2013	Ongoing
P. Provide means for resolution of housing complaints and fair housing issues	2008-2013	Flyers/information/phone numbers prepared; Ongoing
Q. Continue working with Placer County Health and Human Services to address homeless needs in the County.	2008-2013	Ongoing
R. Review the Housing Element annually.	2008-2013	Annual reports provided to Planning Commission and City Council each February/March.
S. Continue to work with the Sacramento Council of Governments to review and update the existing Housing Needs Allocation Plan.	2008-2013	Ongoing as necessary
T. City may establish a position of Housing Coordinator.	Ongoing	2006 - Housing consultant firm of Stewart and Graham retained
U. Update the zoning ordinance to allow for Single Resident Occupancy Units with appropriate zoning development standards and permit procedures.	2009/2010	<i>Update ongoing; adoption April 2013</i>

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